

Pharmacy Technician

POSITION SUMMARY

Provides timely and accurate pharmaceutical care, including procurement, storage, preparation and distribution of medications and IV solutions, under the supervision of a licensed Pharmacist.

Principal Accountabilities

- Completes order-entry procedures.
- Performs inventory management functions.
- Performs medication product distribution. This may involve automated or non-automated processes.
- Performs quality control and documentation.
- Prepares chemotherapy products.
- Prepares IV/Piggyback and Enteral/Parenteral products. Examples include epidurals, narcotic infusions and Patient Controlled Analgesia.
- Prepares oral, topical and injectable products. Examples include unit dose, cart fill, repackaging bulk medications, liquids, pedipods, extemporaneously compounded products, antineoplastics and syrups.
- Uses and troubleshoots automated pharmaceutical technology.

Qualifications (assuming you have graduated or about to graduate)

MINIMUM POSITION REQUIREMENTS

Education/Certification/Registration:

- Must be a graduate of an accredited pharmacy technician program or equivalent as defined by CA State law.
- Registration with California State Board of Pharmacy required.
- Certification through Pharmacy Technician Certification Board, Inc. desirable.

Knowledge:

- Knowledge of medical terminology, generic and trade pharmaceutical names, pharmaceutical calculations and laws and regulations.
- Knowledge and understanding of different Pharmacy practice settings, including narcotic delivery and procedures.
- Knowledge and ability to identify and employ pharmaceutical and medical terms, abbreviations and symbols commonly used in prescribing, dispensing, and record keeping of medications.
- Knowledge of and the ability to carry out calculations for common dosage determination.
- Knowledge and understanding of the identification of medications, medication dosages, routes of administration, dosage forms, and storage requirements.
- Requires a basic working knowledge of legal requirements and accreditation standards including TJC (The Joint Commission), Title XXII, DHS, DEA, FDA and USP.

Special Skills:

- Able to use a computer.
- Ability to perform the manipulative and record keeping functions involved in and related to dispensing prescriptions, manufacturing, packaging, and labeling of medication products.
- May interpret and enter physician orders.
- Perform sterile parenteral procedures using proper aseptic technique.
- Must have the skills to produce accurate work results within established timeframes.